



Washington State Department of
Early Learning

ECEAP Reminders and Links

June 1, 2010

E-mail: eceap@del.wa.gov

Web: www.del.wa.gov/eceap

Due Dates

Service Area Agreements	May 30
May Monthly Report Form and Invoice (A-19)	June 15
ECEAP Contract , emailed May 21, sign and return by	June 30
Self-Assessment	June 30
ECEAP Outcomes	June 30
Financial Disclosure Certification	June 30
Staff Qualifications Updates , if requested	June 30
June Monthly Report Form and final invoice (A-19)	July 10

ECEAP Updates and Announcements

New on the DEL Website!

The Department of Early Learning (DEL) has posted new ECEAP items on the DEL website for the coming 2010-11 school year, at www.del.wa.gov/publications/eceap.

- [2010-11 Sample ECEAP Contract](#)
- [2010 ECEAP Performance Standards](#), with revisions to Section B only
- [2010-11 Program Information Form](#). This is a paper version of the site information you will enter in EMS after July 1, 2010.
- [2010-11 Monthly Report Form](#). This updated form has the information you will enter in EMS each month as part of your billing process. It includes a new section on characteristics of children on the ECEAP waitlist, in response to a request from Governor Gregoire to track this information.

Child Enrollment Form – New Translations

The 2010 ECEAP Child Enrollment Form (CEF) is now translated into Russian, Somali, Spanish and Vietnamese. These versions are ready for your use and available at www.del.wa.gov/publications/eceap. You will be able to enter the new CEFs in the ECEAP Management System (EMS) beginning in July 2010.

DEL Findings on ECEAP Program Reviews

See [page 8](#) for a summary of the strengths and issues most frequently found by DEL ECEAP staff when we review your programs. This is the same list shared by DEL ECEAP Specialist Karen Healy at our April Directors Meeting.

ECEAP Slot Reduction Update

As you know, the state supplemental operating budget for 2010-11 reduces ECEAP by 29 slots. When combined with the loss of 173 slots in 2009-10, the total ECEAP reduction is equal to the Head Start expansion of 202 slots in Washington. All contractors have been notified of their new slot allotments. The ECEAP contract amendment, which extends contracts another year and incorporates new slot allotments, was e-mailed to each ECEAP Director on May 21. It is due back June 30.

DEL staff recognize that the new reductions impact staffing and programming for the 13 contractors affected. This year, there were very few voluntary reductions, possibly due to the extensive volunteering and reorganizing during last year's cuts. Therefore, DEL staff applied criteria developed last year to decide where slots would be reduced. This included review of comparative saturation levels (based on percent of 3-year-olds, family poverty levels and wait lists) and factors related to contractors' ability to maintain their infrastructure if slots were cut (such as program size and rural/remote status). The overall goal was to decide reductions in a way that was most fair for children and families statewide, so a child's enrollment opportunity is similar around the state. The DEL process was objective, but we know that each cut is difficult during this time of tight budgets. If you have additional questions about the ECEAP slot reductions, please contact Joyce Kilmer at 360.725.2843 or joyce.kilmer@del.wa.gov.

Revision to ECEAP Eligibility Rules – Children with Disabilities

DEL is revising the state rules describing ECEAP eligibility and prioritization in Washington Administrative Code (WAC) chapter 170-100-080. This change is based on [Second Substitute House Bill 2731](#), which redefined ECEAP "eligible child" to include children on Individualized Education Plans (IEPs), regardless of family income. The rules must be revised to include the same definition. Read more on the revision process and August hearing dates by visiting www.del.wa.gov/laws/development/eceap.aspx.

An informal draft of the rules, based on the language in the 2010 Section B that you reviewed this spring, is on [page 9](#). Send thoughts on these to Heike at heike.syben@del.wa.gov by June 23, for consideration in the formal rules proposal.

Revision to Child Care Subsidy Rules – 12-month authorizations

[House Bill 3141](#) sets a 12-month child care subsidy authorization period for families who are enrolled in Working Connections Child Care and have a child in ECEAP, Head Start or Early Head Start. This is instead of the current maximum six-month authorization. Families must still report major changes in their circumstances. DEL is revising the rules (WAC 170-290-0082) on this topic. The intent of the proposed changes is to promote stability and continuity of care for children, so they and their families are not frequently changing child care settings because of their subsidy status. DEL wants widespread public input on these proposed changes to ensure that they reflect what families need and so that DEL and DSHS can study the results. See the proposed rules and the June 22 to 26 public hearing schedule at www.del.wa.gov/laws/development/wccc.aspx. Comment online at <https://apps.del.wa.gov/PolicyProposalComment/Detail.aspx>.

Recruiting ECEAP Families

During this time of year, ECEAP programs are actively reaching out into their communities to find the children most in need of services for next year's classes. Please remember to engage your community social service agencies to encourage enrollment of children who are in foster care or homeless.

ECEAP Report to the Governor's Management Accountability and Performance (GMAP) Education Forum

On May 13, DEL Director Bette Hyde and ECEAP Administrator Joyce Kilmer presented information on ECEAP enrollment, demographics and outcomes to the Governor and her senior staff. This included health, child development and learning outcomes. You can view the materials that were presented at:

- <http://performance.wa.gov/Education/Ed051310/AccessEnrollment/StateFundedPreschool/Pages/default.aspx> for enrollment and demographics.
- <http://performance.wa.gov/Education/Ed051310/StudentAccomplishment/StateFundedPreschool/Pages/Default.aspx> for outcomes.

New Financial Disclosure Certification – Due June 30

The new DEL ECEAP fiscal review process includes a financial certification disclosure form that you complete annually. It is a checklist of financial requirements from the ECEAP Contract, signed by your financial manager and director. Download the form at www.del.wa.gov/publications/eceap/docs/FinancialDisclosure.doc. For contractors who subcontract ECEAP services, you may choose to use this same form as part of your fiscal monitoring process with subcontractors.

Federal Poverty Guidelines

The federal poverty guidelines have not been amended for 2010. The 2009 guidelines remain in effect. For more information, go to <http://aspe.hhs.gov/poverty/index.shtml>.

ECEAP Outcomes Reports – Due June 30

Use the survey tool at www.surveymonkey.com/s/Z29BYDH to report your annual ECEAP outcomes by June 30.

- Before you begin, you can print a paper version to gather your data at www.del.wa.gov/publications/eceap/docs/ECEAPDataCollectionTools.pdf.
- The electronic survey tool works best if you enter all of the data at one sitting.
- Please understand that surveymonkey does not send an automatic confirmation.

Teacher Qualification Updates – Due June 30

DEL is updating our database of ECEAP lead teacher qualifications. Many directors received a packet of updated forms at the April Directors Meeting. The packets included forms to complete staff qualification information that DEL is missing or to describe progress for teachers who have professional development plans (PDPs). DEL reports lead teacher qualifications to the Joint Legislative Audit and Review Committee (JLARC) and the Office of Financial Management. Thank you for helping us report accurate data.

ECEAP Self Assessment – Due June 30

Is your annual self assessment of compliance with ECEAP Performance Standards under way? Though it is not due until June 30, it takes several months to engage parents and staff in a thorough self assessment process. The 2010 ECEAP Self Assessment Form has been simplified, with some yes/no options. Download the form at www.del.wa.gov/publications/eceap/docs/SelfAssessment.doc.

Washington State Technology Grant

Washington was awarded \$17.3 million in federal American Recovery and Reinvestment Act funds for the design and implementation of a statewide data system. Known as a statewide longitudinal data systems grant, the money will support the development of an integrated data system from early childhood education, including ECEAP, to adult employment. www.governor.wa.gov/news/news-view.asp?pressRelease=1504&newsType=1

OSPI Job Posting – Early Learning Director

The Office of Superintendent of Public Instruction (OSPI) has posted the job announcement for the position of Early Learning Director. Please share this announcement with any of your contacts who you think may be interested in applying. See the announcement at www.k12.wa.us/employment/default.aspx.

Training Opportunities

DECA for Infants and Toddlers – Implementation Training

- June 14-15, at Educare Early Learning Center, Seattle
Contact Janice at jdeguchi@deniselouie.org.

Beyond Reggio: The Next Steps

Dr. Julianne Wurm will present on the challenges of extending the Reggio Emilia approach into the American context.

- June 18-19, 9 a.m. to 3 p.m., at North Seattle Community College
Register at www.eventbrite.com/event/688538437. \$100 per day, \$175 for both days.
Questions? Please e-mail julianne@juliannewurm.com.

Summer Institute

- June 28-30, Ellensburg
This intensive training opportunity for teachers is sponsored by the Washington State Association of Head Start and ECEAP (WSA).
Register by June 7 at www.wsaheadstarteceap.com/events_training.html.

Facilitator Training with Jean Illsley Clarke

- July 19-23, Olympia area, \$750
This training is developed from Jean Clarke's books, *Who, Me Lead a Group?* and *How Much is Enough? Everything you need to know to steer clear of overindulgence and raise likeable, responsible and respectful children*. For more information, e-mail: nwfacilitators@gmail.com.

Starting Strong Institute

- August 5- 6 – Yakima Convention Center www.esd105.org/educational-services/early-learning
 - August 9-10 – Marriott Hotel SeaTac www.psesd.org/startingstrong
- The agenda, used at both sites, focuses on four components necessary for preschool through third grade alignment: leadership, instructional practice, community collaboration and family partnerships.

e-DECA 2.0 Webinar for ECEAP Teachers

This webinar is for ECEAP staff who assess children with the DECA. It provides an orientation to the new web-based e-DECA 2.0 which will be used by all of ECEAP in the 2010-11 school year, and will include:

- How to add children to “groups” (classes) in e-DECA 2.0.
- How to add parents, if they also complete the DECA assessment.
- How to enter your assessment ratings.

- How to view your ratings and reports.

The e-DECA 2.0 webinar will be repeated on four dates:

- For Monday, August 30, 1 to 2 p.m., register at www1.gotomeeting.com/register/262150640
- For Friday, September 17, 10 to 11 a.m., register at: www1.gotomeeting.com/register/547058753
- For Friday, October 15, 1 to 2 p.m., register at: www1.gotomeeting.com/register/215108825
- For Monday, October 25, 10 to 11 a.m., register at: www1.gotomeeting.com/register/844442097

You will be able to listen to the webinar from your computer's speakers or, if you choose, call in on a long distance line. Teachers, please note that your agency's e-DECA administrator will assign you a log-on ID and password after July 1, so that you will be able to access e-DECA 2.0 and practice using it.

DECA for Preschoolers Training – SAVE THE DATES

This fall, pending financial approval, DEL plans to offer the two-day DECA Implementation training in three locations. This training is designed for staff who use the Devereux Early Childhood Assessment (DECA). DEL is covering training and travel costs for current ECEAP staff. For each location, participants must attend both days.

- August 25-26, Mukilteo
- October 7-8, Moses Lake
- October 18-19, Olympia

Registration materials will be posted at www.del.wa.gov/eceap in mid-June.

Health Coordination Meetings

- August 13, Puget Sound ESD in Renton and remote access

The Coalition for Safety and Health in Early Learning (C-SHEL) and the ECEAP and Head Start Health and Nutrition Coordinators will both meet on August 13. C-SHEL is a statewide coalition of early learning staff focused on health and safety. The Head Start/ECEAP Health and Nutrition Coordinators are a statewide group that discuss issues particular to our programs. For more information, see www.cshelwa.org/TempHome.htm or contact peg@kidsnw.com.

View archives of recent webcasts:

- Transforming Schools through Family, School and Community Engagement
Archived at <http://uwa.acrobat.com/p47589084>

Resource Links

Phishing scam regarding new Medicaid cards. About 1 million Medicaid and medical assistance clients received the new plastic Services Cards. Some have also received phone calls, asking for money or personal information before the card could be sent. Please alert parents about this scam. For correct information about the cards, see <http://dshs.wa.gov/ServicesCard/>.

Child care quality and child stress. A new study in family child care homes shows that children in over-structured settings with limited free choice time have increased cortisol levels, which impacts behavior and learning. <http://academic.research.microsoft.com/Paper/6842252.aspx>

Long term benefits of quality care. Pre-k children who receive good quality child care have benefits related to academic and cognitive achievement which persist right up to the end of their high school years, according to an ongoing study. www.srcd.org/index2.php?option=com_docman&task=doc_view&gid=817&Itemid=99999999

Literacy Strategies Children make great gains in literacy when they are engaged in conversation before, during, and after storytelling. This dialogic reading strategy is used to increase vocabulary and language development in young children. See this example of using the children's book *Tough Boris* as a way to introduce dialogic reading. http://eclkc.ohs.acf.hhs.gov/hslc/Dual%20Language%20Learners/ecd/language_development/UsingToughBoris.htm

Mental Health Tools, guidance and resources for designing, implementing and assessing early childhood mental health consultation programs: <http://eclkc.ohs.acf.hhs.gov/hslc/ecdh/Mental%20Health/Program%20Planning,%20Design%20&%20Management/Mental%20Health%20Consultation/EarlyChildhoodM.htm>

Parental Depression For materials in Spanish: <http://eclkc.ohs.acf.hhs.gov/hslc/Espanol/Traducciones%20recientes/MaterialesdeFamiliyConnection.htm>

DEL Findings on ECEAP Program Reviews

This summarizes what DEL ECEAP staff observed on program reviews in the past few years.

Section A: Administration

Strengths: Service delivery planning (A-3), Community partnerships (A-4)

Gaps: Continuous Improvement System - especially training & monitoring subcontractors (A-1)

Section B: Eligibility, Recruitment, Prioritization, Enrollment and Attendance

Strengths: Eligibility (2008 Standards B-1, 2, 3, 4), Recruitment (B-7), Prioritization (B-8), Enrollment (B-9), Attendance (B-10)

Gaps: Income Verification - documentation and verifying a full year (B-6)

Section C: Human Resources

Strengths: Lead Teacher, Assistant Teacher, and Family Support Specialist Role (C-6, 8, 10)

Gaps: Assistant Teacher Qualifications (C-9), Provisional Hiring - missing or incomplete professional development plans (C-4)

Section D: Health, Safety and Nutrition

Strengths: Health and Safety Policies and Procedures (D-3), Immunizations (D-10), Medications (D-11)

Gaps: Infectious Disease Prevention – usually hand washing (D-13), Meals and Snacks – nutrient-dense foods and dietitian's approval of menus (D-15)

Section E: Early Childhood Education

Strengths: ECE Service delivery (E-1), Kindergarten Transition (E-6), Screening & Referrals (E-10)

Gaps: Daily routine – free choice time length or content (E-3), Curriculum Planning – planning all required components, documenting emergent learning, planning based on observations and assessments, parent input (E-5), Adult-Child Interactions (E-7), Guidance Practices – using positive guidance (E-8), Observation, Assessment, Individualization – written observation notes used to individualize (E-11), Parent-Teacher Conferences – including and documenting required content, three hours per year per child (E-12).

Section F: Family Partnerships

Strengths: Family Support Principles (F-2), Confidentiality (F-3), Parent Involvement (F-5), Parent Education (F-6)

Gaps: Family Support Services - including and documenting required content, assessing strengths, setting and following up family goals, three hours per year per family (F-1) Resources and Referrals – documenting and following up referrals (F-4)

WAC 170-100-080 Eligibility for services.

The struck-out section is the 2006 WAC, that will be replaced by the new language below.

(1) Contractors must recruit, document eligibility, and enroll children based on available funds. Enrolled children must not be participants in the federally funded head start program. Contractors must give priority for enrollment to children from families with the lowest incomes or to children from families with multiple needs.

(2) To be enrolled, children must meet the following age criteria:

— (a) First priority for enrollment must be given to children who are four years old, but not yet five years old, by August 31 of the program year.

— (b) Second priority may be given to children who are three years old by August 31 of the program year and meet other **eligibility criteria**.

— (c) Contractors may not enroll children who are younger than three years old or older than five years old on August 31 of the program year.

(3) To be enrolled, children must meet either the following income or risk factor criteria:

— (a) Family income. Children are eligible if their family income is at or below one hundred ten percent of the Federal Poverty Guidelines established by the United States Department of Health and Human Services. Contractors may choose which time period below best reflects the family's current financial circumstances:

— (i) Previous calendar year before enrollment;

— (ii) Twelve months before enrollment; or

— (iii) Previous or current month, when annual family income has been documented and shows a significant recent decrease due to death, divorce, unexpected job loss, or similar circumstance.

— (b) Risk factors. Up to ten percent of funded slots may be used for children from families who are not income eligible and are impacted by:

— (i) Developmental factors, such as developmental delay or disability; or

— (ii) Environmental factors, such as domestic violence, chemical dependency, child protective services involvement, or other factors affecting school success.

DRAFT 2010 WAC – Send feedback to heike.syben@del.wa.gov by June 23.

(1) Contractors must write and follow a recruitment procedure, including active recruitment of age-eligible homeless children, children in the foster care system and children with disabilities.

(2) Children are eligible for ECEAP if they are at least three years old, but not yet five years old, by August 31 of the school year and one of the following:

a) Returning to the same ECEAP Contractor from the previous school year.

b) Qualified by their school district for special education services under RCW 28A.155.020. All children on a school district Individualized Education Program (IEP) meet this requirement.

c) From a family with income at or below 110% of the federal poverty guidelines established by the U. S. Department of Health and Human Services.

d) From a family that is not income-eligible but is impacted by either:

i. Developmental risk factors, such as developmental delay or disability, but not on an IEP.

ii. Environmental risk factors that could affect school success such as domestic violence, chemical dependency, homelessness, parental incarceration or child protective services involvement.

Each Contractor's maximum percentage of over-income children is in their ECEAP Client Services Contract.

(3) Children cannot be simultaneously enrolled in Head Start and ECEAP. Children served by school district special education may be simultaneously enrolled in ECEAP.

(4) Contractors must write and follow a procedure for prioritizing enrollment of the eligible children who are most in need of ECEAP services. From the pool of eligible children, Contractors must prioritize children who are:

a) Four years old by August 31 of the school year.

b) From families with the lowest incomes.

c) Homeless, as defined by the federal McKinney-Vento Homeless Assistance Act.

d) In the foster care system.

e) From families with multiple needs.

(5) Contractors may determine additional prioritization categories to best meet the needs of their community, such as:

a) English language learners.

b) Refugee status.

c) Transferring from other ECEAP or Head Start sites.